

## Terms and Conditions of Your Offer of Admission to the BScPA Program

### A. Acknowledgements/Agreements

By accepting this offer of admission, you acknowledge and agree to the following requirements of the Program:

#### 1) Distance and Residential Program

##### a) Year One

- i. Travel and Accommodation for Residential Blocks: Although the majority of the first year of the Physician Assistant Professional Degree Program is delivered on-line, there are portions that are delivered face-to-face in Toronto. You agree to travel to the Academic Centre in Toronto on four separate occasions over the course of 12 months to participate in the Residential Blocks which vary between two and four weeks in length. You will be responsible for the cost of your travel and accommodation during the four Residential Blocks in Year One. The Program does not provide housing or financial support for Residential Blocks.
- ii. During online learning periods, test and examination assessments will be conducted in Eastern Standard Time. You will be required to arrange the location for each exam, from program approved proctored option: Proctor U. Utilizing this service will come at an additional cost per test to the student.

##### b) Year Two

- i. Travel and Accommodation for Residential Blocks: you agree to be responsible for the cost of your travel and accommodation during Year Two for the two Residential Blocks in Toronto.
- ii. Travel and Accommodation for Clinical Placements: you agree to be responsible for any travel and accommodation costs that may be incurred during the Clinical Placement at your Home Training Location, regardless of where you are placed.
- iii. Clinical Placement North/South Swap: you agree to participate in a 'North/South Swap' Clinical Placement for up to six months. A subsidy will be available to assist with costs of travel and/or accommodation for the 'North/South Swap' Clinical Placement; however, you agree that any costs above the predetermined maximum allowable by the subsidy are your responsibility.

- iv. Driving: You acknowledge that students are advised that access to a vehicle and the ability to drive (as well as possession of a valid driver's license) are strongly recommended for the Clinical Placements in Year Two.

## 2) Full Time Program in Ontario, Canada

By accepting this offer of admission, you acknowledge that this is a **full-time** program, with the expectation of approximately 30 hours per week dedicated to class time, whether in Residential Blocks or on-line learning. Students are expected to spend additional time on assignments, group work and independent study. Note that with this educational workload in mind, the Program strongly discourages students to be employed while in the program.

During the on-line portion of the Program (Year One), students will be participating in Longitudinal Clinical Experience courses. These involve interacting with professionals in a health care setting and must occur in Canada. All Year Two Clinical Placements arranged by the Program will take place in Ontario, Canada. By accepting the offer of admission, you agree that **you will reside in Canada for the duration of the Program.**

## 3) On-line learning

- a) The majority of the BScPA Program is delivered on-line. By accepting this offer of admission, you agree that you are responsible for ensuring access to a computer and high-speed internet for the duration of the Program and that you have a laptop to bring to the Residential Block sessions. If you need to purchase a computing device, the University of Toronto Bookstore offers student discounts.
  - i. Computer/laptop must have a minimum operating system of Windows 7 or Mac 10.6, as well as Office 2007. Most technology enabled learning activities will be web-based and do not require special software installation other than a word processor (registered U of T students can obtain free copies of Microsoft Office from the U of T Libraries)
- b) You must be able to send and receive e-mails; open e-mail attachments; open programs on your computer; print webpages; use a search engine such as Google to find general information; and determine directions to a location using online maps. By accepting this offer of admission, you agree that you are responsible for ensuring you have these skills prior to the start of classes on **August 31, 2020**. *Please note timing may change due to COVID-19 academic disruptions.*

## 4) Orientation

Pre-Program On-line Course: Students are required to complete a specified medical terminology course on-line, at their own expense (less than \$100). The course will run for five weeks in the summer of 2020. Further details will follow once you are enrolled in the Program.

## **B. Required Document Submissions**

**Deadline for all required document submissions is September 16, 2020.**

### **1) Vulnerable Sector Police Records Check and Disclosure**

As all Physician Assistant students undertake significant portions of their education in settings with exposure to vulnerable populations, you are required to complete and submit the results of a Vulnerable Persons Criminal Record Check. This process must be initiated through your local police service. Costs incurred will be at your own expense. You must obtain two copies of the report. Submit one original copy and keep the second original copy for yourself.

Police forces may use slightly different language to describe the various levels of Records Checks available. Your check must include results from local police records, the Royal Canadian Mounted Police's (RCMP's) Canadian Police Information Centre, and the Pardoned Sex Offender Registry.

**You must submit one original report (by mail) to the** Physician Assistant Program, University of Toronto, 263 McCaul Street, 3rd Floor, Toronto, ON M5T 1W7

As these checks can take several weeks (in some centres, up to 12 weeks), we recommend that you begin the process as soon as possible to meet our deadline.

Should you have concerns about the Vulnerable Sector Police Records Check, please contact the Physician Assistant Program office by email at [admissions.pa@utoronto.ca](mailto:admissions.pa@utoronto.ca).

If you will be using Toronto Police Services to obtain this record check, you must obtain the Toronto Police Reference Check Program Form from the Physician Assistant Program office prior to visiting or contacting Toronto Police. Email [admissions.pa@utoronto.ca](mailto:admissions.pa@utoronto.ca) for details on this process prior to contacting the police.

### **2) Immunizations**

You are required to provide a record of up-to-date proof of immunization records. This requirement must be fulfilled in order to meet the Health Standards set forth in the Public Hospitals Act, Section 4.2, Ontario Regulation 518/88. The Immunization form is available on our website ([www.PAconsortium.ca](http://www.PAconsortium.ca)), under 'Current Students'.

### **3) Basic Cardiac Life Support Certification**

This offer of admission requires that you provide proof of (at minimum) valid Basic Cardiac Life Support certification (Adult and Child Cardiopulmonary resuscitation CPR/Basic Rescuer C). Students are required to have a valid CPR certificate throughout the two-year program. Students are responsible for submitting a copy of the certificate (front and back) as evidence of their recertification, as appropriate.

**Immunizations and Basic Cardiac Life Support Certification must be submitted electronically to UME Enrolment Services via ShareFile.** Once you have accepted the Terms & Conditions, you will receive an email with more information regarding this submission.

You may also review the **terms and conditions** of your offer on the BScPA website, under Current Students: <http://www.paconsortium.ca/admission-acceptance>. The tuition deposit form, along with information on OSAP and program fees, can also be found at this link.